

Buildings and General Services  
Office of Purchasing & Contracting  
10 Baldwin St  
Montpelier VT 05633-7501  
United States

<b>Contract ID</b> 00000000000000000000000023259		Page 1 of 4
<b>Contract Dates</b> 10/01/2012 to 09/30/2015		<b>Origin</b> CPS
<b>Description:</b> CPS HAWORTH MODULAR FURNITURE		<b>Contract Maximum</b> \$9,999,999.00
<b>Buyer Name</b> Janet L Overstreet	<b>Buyer Phone</b>	<b>Contract Status</b> Approved

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
--------	---------	-----------	-----	------------	---------	---------

## CONTRACT TERMS AND ADDITIONAL INFORMATION

# State of Vermont

Buildings and General Services  
Office of Purchasing & Contracting  
10 Baldwin St  
Montpelier VT 05633-7501  
United States

## CONTRACT



**Vendor ID 0000007064**  
**Office Environments Inc**  
**PO Box 729**  
**Williston VT 05495**  
**United States**

<b>Contract ID</b> 0000000000000000000023259		<b>Page</b> 2 of 4
<b>Contract Dates</b> 10/01/2012 to 09/30/2015	<b>Origin</b> CPS	
<b>Description:</b> CPS HAWORTH MODULAR FURNITURE	<b>Contract Maximum</b> \$9,999,999.00	
<b>Buyer Name</b> Janet L Overstreet	<b>Buyer Phone</b>	<b>Contract Status</b> Approved

**Phone #:**

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
--------	---------	-----------	-----	------------	---------	---------

THIS CONTRACT IS ISSUED IN ACCORDANCE WITH THE STATE OF VERMONT RFP FOR MODULAR FURNITURE ISSUED JULY 23, 2012 AND VENDOR'S RESPONSE DATED AUG 15, 2012.

STATE OF VERMONT ATTACHMENT C: STANDARD STATE CONTRACT PROVISIONS DATED JULY 1, 2012 AND ATTACHMENT D: COMMODITY PURCHASES TERMS AND CONDITIONS DATED NOVEMBER 10, 2010 ARE ATTACHED AND INCORPORATED AS PART OF THIS ORDER.

SCOPE: TO PROVIDE HAWORTH MODULAR FURNITURE AND HAWORTH MOVABLE WALLS TO STATE AGENCIES AND DEPARTMENTS.

CONTRACT TERM: THIS CONTRACT IS WRITTEN FOR A PERIOD OF TWENTY-FOUR MONTHS (24) MONTHS WITH THE OPTION TO RENEW FOR TWO (2) ADDITIONAL TWELVE MONTH PERIODS.

THIS CONTRACT MAY NOT BE USED FOR THE PURCHASE OF ERGONOMIC / BEHIND THE DESK SEATING OR CASE GOODS FURNITURE PRODUCTS.

CONTRACTOR QUOTATIONS: CONTRACTOR WILL PROVIDE A DETAILED QUOTE UPON REQUEST, CONTRACTOR WILL LIST COMPONENTS WITH UNIT PRICES AND TOTAL COST TO THE REQUESTING AGENCY OR DEPARTMENT FOR THEIR APPROVAL. THE QUOTATION MUST SPECIFY ANY ADDITIONAL CHARGES OUTSIDE THE INCLUDED DESIGN, DELIVERY, AND INSTALLATION. NO WORK CAN BE DONE UNTIL THE DEPARTMENT APPROVES THE PROPOSAL.

PRICING: PRICE WILL BE PER THE DISCOUNTS SPECIFIED IN LINE ITEM #1, #2, & #3 DETAILS. THE PERCENTAGE WILL REMAIN THE SAME THROUGHOUT THE LIFE OF THIS CONTRACT. NEW PRICE BOOKS MAY BE INTRODUCED WITH 30 DAYS ADVANCED NOTICE TO PURCHASING & CONTRACTING ADMINISTRATION. PRICE INCLUDES DESIGN, DELIVERY, AND INSTALLATION.

A QUICK SHIP PROGRAM IS AVAILABLE FOR SOME PRODUCTS, DELIVERY IS 2 WEEKS, AND IT COMES AT A COST PREMIUM OF 10% TO 15%

CONTRACTOR CONTACTS ARE;  
DANIEL WOODWORTH dwoodworth@oei-vt.com 802-864-3000 ext 1204

TERMS: NET 30 DAYS

QUANTITY: THE ANNUAL VALUE AND QUANTITIES ARE ESTIMATED ONLY BASED ON PRIOR USAGE; ACTUAL PURCHASES MAY BE HIGHER OR LOWER DEPENDING ON THE STATE'S NEEDS. THE CONTRACT MAXIMUM IS NOT REFLECTIVE OF ACTUAL USAGE.

DELIVERY: RESPONSIBILITY FOR PRODUCT DELIVERY REMAINS WITH THE CONTRACTOR UNTIL THE PRODUCT IS PROPERLY DELIVERED AND SIGNED FOR IN ACCORDANCE WITH THE OFFICE OF PURCHASING & CONTRACTING TERMS AND CONDITIONS. SHIPMENTS SHALL BE SECURELY AND PROPERLY PACKED, ACCORDING TO ACCEPTED COMMERCIAL PRACTICES, WITHOUT EXTRA CHARGE FOR PACKING CASES OR OTHER CONTAINERS. SUCH CONTAINERS WILL REMAIN THE PROPERTY OF THE STATE UNLESS OTHERWISE STATED. DELIVERED GOODS THAT DO NOT CONFORM TO THE SPECIFICATIONS OR ARE NOT IN GOOD CONDITION UPON RECEIPT SHALL BE REPLACED PROMPTLY BY THE CONTRACTOR.

PRICING: ALL EQUIPMENT PRICING IS TO INCLUDE F.O.B. DELIVERY TO THE ORDERING FACILITY. NO REQUEST FOR EXTRA DELIVERY COST WILL BE HONORED. ALL EQUIPMENT SHALL BE DELIVERED ASSEMBLED, SERVICED, OILED, AND READY FOR IMMEDIATE USE, UNLESS OTHERWISE REQUESTED BY THE PURCHASING AGENCY.

QUALITY: ALL PRODUCTS PROVIDED UNDER THESE AGREEMENTS WILL BE NEW AND UNUSED, UNLESS OTHERWISE STATED. FACTORY SECONDS OR REMANUFACTURED PRODUCTS WILL NOT BE ACCEPTED UNLESS SPECIFICALLY REQUESTED BY THE PURCHASING AGENCY. ALL PRODUCTS PROVIDED BY THE CONTRACTOR MUST MEET ALL FEDERAL, STATE, AND LOCAL STANDARDS FOR QUALITY AND SAFETY REQUIREMENTS. PRODUCTS NOT MEETING THESE STANDARDS WILL BE DEEMED UNACCEPTABLE AND RETURNED TO THE CONTRACTOR FOR CREDIT AT NO CHARGE TO THE STATE.

METHOD OF ORDERING: PURCHASE ORDERS MUST BE USED TO ORDER ITEMS AVAILABLE UNDER THIS CONTRACT. IF VERBAL ORDERS ARE GIVEN A CONFIRMING PURCHASE ORDER MUST BE ISSUED.

INVOICING: ALL INVOICES ARE TO BE RENDERED BY THE CONTRACTOR ON THE VENDOR'S STANDARD BILLHEAD AND FORWARDED DIRECTLY TO THE INSTITUTION OR AGENCY ORDERING MATERIALS OR SERVICES AND SHALL SPECIFY THE ADDRESS TO WHICH PAYMENTS WILL BE SENT.

Buildings and General Services  
Office of Purchasing & Contracting  
10 Baldwin St  
Montpelier VT 05633-7501  
United States

<b>Contract ID</b> 0000000000000000000023259		Page 3 of 4
<b>Contract Dates</b> 10/01/2012 to 09/30/2015		<b>Origin</b> CPS
<b>Description:</b> CPS HAWORTH MODULAR FURNITURE		<b>Contract Maximum</b> \$9,999,999.00
<b>Buyer Name</b> Janet L Overstreet	<b>Buyer Phone</b>	<b>Contract Status</b> Approved

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
--------	---------	-----------	-----	------------	---------	---------

JANET OVERSTREET  
PURCHASING AGENT  
802-828-2210  
FAX 802-828-2222  
janet.overstreet@state.vt.us

# State of Vermont

Buildings and General Services  
Office of Purchasing & Contracting  
10 Baldwin St  
Montpelier VT 05633-7501  
United States

## CONTRACT



**Vendor ID 0000007064**  
**Office Environments Inc**  
**PO Box 729**  
**Williston VT 05495**  
**United States**

<b>Contract ID</b> 0000000000000000000023259		<b>Page</b> 4 of 4
<b>Contract Dates</b> 10/01/2012 to 09/30/2015		<b>Origin</b> CPS
<b>Description:</b> CPS HAWORTH MODULAR FURNITURE		<b>Contract Maximum</b> \$9,999,999.00
<b>Buyer Name</b> Janet L Overstreet	<b>Buyer Phone</b>	<b>Contract Status</b> Approved

**Phone #:**

Line #	Item ID	Item Desc	UOM	Unit Price	Max Qty	Max Amt
--------	---------	-----------	-----	------------	---------	---------

CHANGE #1 - 09/22/2014 - THIS CHANGE ORDER IS ISSUED TO EXERCISE RENEWAL OPTION YEAR ONE THERE BY EXTENDING THE PERIOD OF PERFORMANCE UNDER THIS AGREEMENT FOR ONE YEAR TERM TO SEPTEMBER 30, 2015 AT THE SAME PRICES.

ATTACHMENT C: ATTACHMENT C: STANDARD STATE CONTRACT PROVISIONS FOR CONTRACTS AND GRANTS DATED 09/02/14 SEE ATTACHED, WHICH SUPERSEDES ALL PRIOR VERSIONS OF ATTACHMENT C.

CONTRACTOR CERTIFIES UNDER THE PAINS AND PENALTIES OR PERJURY THAT AS OF THE DATE THIS CONTRACT AMENDMENT IS SIGNED. CONTRACTOR IS IN GOOD STANDING WITH RESPECT TO, OR IN FULL COMPLIANCE WITH A PLAN TO PAY ANY AND ALL TAXES DUE THE STATE OF VERMONT.

ALL OTHER TERMS AND CONDITIONS REMAIN THE SAME.

### WE THE UNDERSIGNED PARTIES AGREE TO BE BOUND BY THIS CONTRACT

By the STATE of VERMONT

By the CONTRACTOR

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_

Email: \_\_\_\_\_